

Message

From: Molloy, Jennifer [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D58B88880EC245048A8B17A62EB915FA-MOLLOY, JENNIFER]
Sent: 2/25/2020 12:17:27 PM
To: Tyler, Kip [Tyler.Kip@epa.gov]
Subject: FW: Kampachi comments

Estimate from Cortney. Just the coding element would put us way over \$100,000 – which I do not have. I also cannot figure out why it should take 950 hours. Maybe because most of it is manually getting data into a database, which I don't think we need. I'd rather spend my time on this.

Let me know what you would like. I can request more money from the Division if you don't think we can get this done internally. To be honest, I'd rather try to get extra money for modeling or NEPA or things like that. However, this is an immediate need, so let me know.

Jenny Molloy
U.S. EPA
Water Permits Division
202.564.1939
molloy.jennifer@epa.gov

From: Cortney Itle <Cortney.Itle@erg.com>
Sent: Monday, February 24, 2020 5:44 PM
To: Molloy, Jennifer <molloy.jennifer@epa.gov>
Cc: Christy Williams <christy.williams@erg.com>
Subject: RE: Kampachi comments

Jenny,

We are assuming that there are 2 possible steps here:

- **Extraction:** getting the comments and metadata from outlook, the transcripts, and the written comments into the ERG system
- **Coding:** identifying and coding excerpts (topics) from each comment

Extraction

Without seeing the outlook files, it is difficult for us to come up with an very precise LOE estimate, but based on some broad assumptions, we think that the extraction step could take about 200 hours, assuming: 1) we do NOT need individual names for the 26,000 form letter submittals, 2) the outlook files can be fairly easily imported into the ERG system individually in an automated way 3) outlook can generate metadata listing the email, subject, etc. One of our programmers is looking into the last two assumptions - if they are not possible, it will take more time.

Coding

Developing and coding excerpts for each comment would take a significant amount of time. Assuming we could need to develop an outline, and then code 800 unique comments, with an average of 5 excerpts per comment, we assume that this step could take about 950 hours.

These are really rough estimates based on the limited information we have and are based on the numbers provided by Kip and assumptions about the steps and amount of time per step. We would be happy to refine these based on any additional information we receive. For example, being able to review the Outlook files could help us to refine these estimates.

Please just let me know if you want to discuss.

Thanks!

Cortney Itle
Senior Environmental Engineer
Eastern Research Group, Inc.
703-424-8360

From: Tyler, Kip <Tyler.Kip@epa.gov>
Sent: Monday, February 24, 2020 4:56 PM
To: Cortney Itle <Cortney.Itle@erg.com>; Molloy, Jennifer <molloy.jennifer@epa.gov>
Cc: Christy Williams <Christy.Williams@erg.com>
Subject: RE: Kampachi comments

Our regulations require us to notify each person of final permit issuance if they submitted comments. If they submitted contact info (email or mail address), then I must send notification of final permit.

For the 26,000 comments submitted in 5 emails from one person associated with the environmental group, we need to notify the person representing the 26,000.

I am working with our IT professionals to get ~17,000 unique email addresses. I may or may not need help obtaining those email addresses.

Kip Tyler
w 404.562.9294 | m 404.323.6094

From: Cortney Itle <Cortney.Itle@erg.com>
Sent: Monday, February 24, 2020 4:31 PM
To: Tyler, Kip <Tyler.Kip@epa.gov>; Molloy, Jennifer <molloy.jennifer@epa.gov>
Cc: Christy Williams <christy.williams@erg.com>
Subject: RE: Kampachi comments

Kip,

Would EPA want to know name, address, etc for each of the folks that submitted form letters? Or would you just want a count of how many of each form letter you received?

Cortney Itle
Senior Environmental Engineer
Eastern Research Group, Inc.
703-424-8360

From: Tyler, Kip <Tyler.Kip@epa.gov>
Sent: Monday, February 24, 2020 4:14 PM
To: Cortney Itle <Cortney.Itle@erg.com>; Molloy, Jennifer <molloy.jennifer@epa.gov>
Cc: Christy Williams <Christy.Williams@erg.com>
Subject: RE: Kampachi comments

My best guess is 3-4.

Kip Tyler
w 404.562.9294 | m 404.323.6094

From: Cortney Itle <Cortney.Itle@erg.com>
Sent: Monday, February 24, 2020 4:13 PM
To: Tyler, Kip <Tyler.Kip@epa.gov>; Molloy, Jennifer <molloy.jennifer@epa.gov>
Cc: Christy Williams <christy.williams@erg.com>
Subject: RE: Kampachi comments

Thanks Kip! Any idea how many groups had form letters?

Cortney Itle
Senior Environmental Engineer
Eastern Research Group, Inc.
703-424-8360

From: Tyler, Kip <Tyler.Kip@epa.gov>
Sent: Monday, February 24, 2020 4:09 PM
To: Cortney Itle <Cortney.Itle@erg.com>; Molloy, Jennifer <molloy.jennifer@epa.gov>
Cc: Christy Williams <Christy.Williams@erg.com>
Subject: RE: Kampachi comments

Below is my best estimate about quantity of comments, emails, etc:

- ~43,000 comments total
- ~26,000 of the ~43,000 comment letters are attached to 5 emails
- ~16,800 of the ~43,000 unique emails with unique email addresses
 - o ~16,100 of the 16,800 are form emails from various groups
 - o ~700 of the ~16,800 may be unique comments via unique emails
- ~40 unique written comments received via mail, fax, or at hearing
- ~55 unique oral comments received at public hearing (in transcript).

For the transcript, multiple issues are contained in each unique comment. Each of the 55 comments will be reviewed to determine appropriate categories of issues contained in the comment.

I should know more soon when I can work within the inbox.

Kip Tyler
w 404.562.9294 | m 404.323.6094

From: Cortney Itle <Cortney.Itle@erg.com>
Sent: Monday, February 24, 2020 3:32 PM
To: Molloy, Jennifer <molloy.jennifer@epa.gov>
Cc: Tyler, Kip <Tyler.Kip@epa.gov>; Christy Williams <christy.williams@erg.com>
Subject: RE: Kampachi comments

Hi Jenny and Kip,

We are still thinking through the LOE estimate and want to confirm some of the assumptions we are using. Please see my questions in bold below, confirming information we talked about on Friday.

- **Out of the ~17,000 commenters, about how many are unique comments?** I have in my notes that there are likely 1,000 unique comments – is that correct? (This assumption will have a big impact on the LOE estimate.)
- **How many attachments are there for the 17,000 email comments?** My notes say 26,000 – is this correct? **Any idea of approximately how many of them are unique?**

- **For the transcript, would we want to extract each individual commenter as a separate comment?** There would not be an easy way to do this electronically, so it would be a manual exercise that I would estimate based on ~50 individual commenters during the hearing.

Thanks for confirming this info!

Cortney Itle
Senior Environmental Engineer
Eastern Research Group, Inc.
703-424-8360

From: Molloy, Jennifer <molloy.jennifer@epa.gov>
Sent: Friday, February 21, 2020 1:24 PM
To: Cortney Itle <Cortney.Itle@erg.com>
Cc: Tyler, Kip <Tyler.Kip@epa.gov>
Subject: RE: Kampachi comments

3-3:30 would work for us.

Jenny Molloy
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molloy.jennifer@epa.gov

From: Cortney Itle <Cortney.Itle@erg.com>
Sent: Friday, February 21, 2020 12:11 PM
To: Molloy, Jennifer <molloy.jennifer@epa.gov>
Subject: RE: Kampachi comments

Hi Jenny,

Sorry for the slow response, I wanted to check in with some folks before responding. I can set up a quick (10-15 min) demo of our system for you with some staff that have recently used the system, and we can talk more about what exactly you are looking for. There are some ways to configure the system to match the needs of the project – so we can talk through those options too.

Developing an LOE for sorting/coding the comments is more difficult. I need more information about how many form letters, the format of the comments, exactly what help you need from us, etc.

We are available to do the demo and chat:

- Today 3:00 to 3:30
- Monday 11:30 to noon, 2:30 to 3:30
- Tuesday 2:00 to 3:30
- Wednesday 10:00 to 11:00, noon to 3:00

Please let me know if any of those times work for you.

Thanks!
Cortney Itle
703-424-8360

From: Molloy, Jennifer <molloy.jennifer@epa.gov>
Sent: Thursday, February 20, 2020 10:09 AM
To: Cortney Itle <Cortney.Itle@erg.com>
Subject: RE: Kampachi comments

Thanks Cortney. Much appreciated.

Jenny Molloy
U.S. EPA
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molloy.jennifer@epa.gov

From: Cortney Itle <Cortney.Itle@erg.com>
Sent: Thursday, February 20, 2020 10:00 AM
To: Molloy, Jennifer <molloy.jennifer@epa.gov>
Subject: RE: Kampachi comments

Hi Jenny,

ERG designed a comment response system that is much easier to use than Salesforce. We would still need to code and parse out the comments into the system. I am checking to see if someone that has done this recently can give me a ballpark idea of LOE. And also to see if there is a demo available for the system so you can see how it works.

I will get back to you later today.

Thanks!

Cortney Itle
Senior Environmental Engineer
Eastern Research Group, Inc.
703-424-8360

From: Molloy, Jennifer <molloy.jennifer@epa.gov>
Sent: Thursday, February 20, 2020 7:32 AM
To: Cortney Itle <Cortney.Itle@erg.com>
Subject: Kampachi comments

Cortney:

Kip says they now have about 43,000 comments. Most came in via Outlook and are apparently kind of a mess. He would like some help getting them organized and sorted. I'm wondering what kind of approaches you have for that. Would it just be a manual sorting into a spreadsheet, or is there something else you typically use? I recall the Sales Force approach OWOW was using for WOTUS, which didn't seem to impress anyone. However, this isn't quite that scale. As you can imagine, most of those 43,000 are repeats of the same form letter. However, they do seem to have a couple hundred unique comments, including what came from the public hearing.

I'm around all day today and tomorrow if you want to discuss.

Thanks, Jenny

Jenny Molloy

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